



OFFICE OF THE SECRETARY OF DEFENSE

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WASHINGTON, DC 20301-1000



12 DEC 2001

MEMORANDUM FOR SECRETARIES OF THE MILITARY DEPARTMENTS  
COMMANDANT OF THE MARINE CORPS  
DIRECTOR, DEFENSE CONTRACT AUDIT AGENCY  
DIRECTOR, DEFENSE CONTRACT MANAGEMENT AGENCY  
DIRECTOR, DEFENSE FINANCE AND ACCOUNTING SERVICE  
DIRECTOR, DEFENSE LOGISTICS AGENCY

SUBJECT: Comprehensive Plans for the Closeout or Conversion of MOCAS Contracts

The Department of Defense Reform Initiative Directive (DRID) #53 was issued on March 23, 2000. It directed the Military Departments and the Defense Contract Management Agency to develop comprehensive plans to closeout completed contracts in the Mechanization of Contract Administrative Services (MOCAS) system and to convert contracts with continuing requirements to the Defense Procurement Payment System.

Progress has been made in some areas, but to ensure a continuing coordinated effort, each Military Department and the Defense Logistics Agency is directed to submit a comprehensive (acquisition and financial management) plan to the DRID #53 working group co-chairs no later than 30 days from the date of this memorandum. Plans must address the overall strategy to manage the workload and identify all required actions and resources. The plans must also identify timeframes, milestones, and responsible officials for the major tasks and activities in sufficient detail to readily discern status and slippage.

If you have any questions, please contact either working group co-chair, Ms. Karen Clougherty at (703) 767-3395 or Ms. Mary Godwin at (614) 693-5616.

Jacques Gansler  
Under Secretary of Defense  
(Acquisition, Technology, and Logistics)

William J. Lynn  
Under Secretary of Defense  
(Comptroller)

cc:  
DRIID #53 Steering Committee  
DRJD #53 WIPT members

